

AGG 9 82

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NCI-95-82-13

DATE RECEIVED

AUG 9 1982

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9 SEP 1982

Date

Archivist of the United States

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (AGENCY OR ESTABLISHMENT)
U.S. Department of Agriculture

2 MAJOR SUBDIVISION
Forest Service

3 MINOR SUBDIVISION
~~Production Systems~~ LANDS

4. NAME OF PERSON WITH WHOM TO CONFER
Norina G. Mosby

5. TEL EXT
382-9897

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 7/29	D. SIGNATURE OF AGENCY REPRESENTATIVE Hoyt L. Abney	E. TITLE Records Management Officer
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1	<p>5490-4 Boundary Atlas Records: A historical record of published presidential proclamations, executive orders, legislation, other documents and maps relating to the establishment of, and boundary changes in, Forest Reserves, National Forests, and Grasslands.</p> <p>These published documents (including maps) are mounted on cloth and, as appropriate, current published maps are annotated to pictorially display boundary changes. This information is used in legal cases concerning land ownership and to insure that future polished maps are properly depict current boundaries and approved geographic names.</p> <p>Total accum: 167 cu. ft. (This is the actual volume of atlas material and does not include cabinet space.)</p> <p>a) Washington Office: Permanent PERMANENT a) Original Atlases: Each document and map is to be photographed using 8" x 10" color or black and white film and reduction ratio of not more than 5 to 1. Offer original atlases to NARS 5 years after photographic project is completed.</p>		<p>RTB H. Abney 8/5/82</p> <p>3 items</p>

copy to agency, 9/10/82, by RTB
copy to NARS, 9/10/82
copy to FRC
Closed out 9-10-82 on NO MDC sheet required
Copied to NARS, NAF, ANB, & Agency

Request for Records Disposition Authority - Continuation	JOB NO	PAGE OF	
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>b. Photographic Copies:</p> <p>(1) one complete photographic record shall be retained in the WO as a working copy;</p> <p>(2) one complete photographic record shall be stored under optimum conditions at the Geometronics Service Center in Salt Lake City, Utah, IS</p> <p>(3) Offer the original atlases to NARS 10 years after photographic project is completed.</p> <p>b. Regional Offices shall maintain their respective portions of one complete photographic record until it is no longer needed for administrative purposes.</p> <p>1) Salt Lake City complete photographic record.</p> <p>PERMANENT. Offer to NARS when no longer needed for agency agency use.</p> <p>2) All other sets & portions of sets -</p> <p>Destroy in agency when no longer needed for administrative purposes.</p>		

RTB
NM
8/19/82